

COVID-19 Loading Zone Permit Procedures

City and County of Honolulu • Department of Customer Services

During the COVID-19 emergency, all Loading Zone Permit services will be done by MAIL ONLY in the City and County of Honolulu until further notice. Please review the instructions below to apply for a Loading Zone Permit.

Loading Zone Permit

Submit a signed letter requesting an initial or renewal loading zone permit. The letter must include:

- Copy of the current vehicle registration
- Vehicle information: license number, make, type, VIN number, address
- Copy of vehicle inspection
- Check made payable City and County of Honolulu. Call (808) 768-9700 for the amount due.

Mail all items to:

Department of Customer Services
Division of Motor Vehicles, Licensing and Permits
P.O. Box 30310
Honolulu, HI 96820-0310

Supplemental Loading Zone Permit

Trucks and tour vehicles that use freight curb loading zones or bus stops in the Waikiki Transportation Management Special Improvement District must have both a valid loading zone permit and a new supplemental permit. The ordinance and map can be viewed [here](#).

Please follow the Loading Zone Permit procedure above, and state in the request letter that you are applying for the Supplemental Loading Zone Permit.

– PAU –